

MILPERSMAN 1212-010

LATERAL TRANSFER AND CHANGE OF DESIGNATOR CODES OF REGULAR AND RESERVE OFFICER

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Governing Directives	OPNAVINST 1412.2G OPNAVINST 5510.1 OPNAVNOTE 1520 SECNAVINST 1120.5 BUPERSINST 1001.39
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1. **Policy.** The Navy Personnel Command (NAVPERSCOM) assigns a designator for administrative purposes to each officer at the time of appointment in the Navy to reflect what the officer is qualified to perform. A board convened to consider applications from active duty officers for lateral transfer and redesignation between the Unrestricted Line, Restricted Line, and Staff Corps meets semi-annually, in April and in October. All changes of designator and lateral transfer of inactive duty officers are administratively done, without board action, by NAVPERSCOM (PERS-912).

2. **Applicability of this Article.** This article is applicable to Regular and Reserve officers desiring lateral transfer or change of designator. Change of designator from Reserve to Regular is governed by MILPERSMAN 1131-020. Redesignation of limited duty officers (LDOs) and chief warrant officers (CWOs) is addressed in MILPERSMAN 1212-020 and 1212-030.

3. Changes of Designator for which NAVPERSCOM is Responsible.

The following designator changes are the responsibility of NAVPERSCOM (PERS-4) and do not require formal board action:

a. Designator changes as a result of individual qualification within a community:

116X to 111X,
117X to 112X,
139X to 131X,
137X to 132X,
119X to 114X,
118X to 113X,
146X to 144X, and
164X to 161X.

b. Designator changes as a result of student officers (19XX) having completed professional requirements for appointments.

c. Designator changes as a result of NAVPERSCOM (PERS-4) or medical board action, NAVPERS 1212/1, Cover Sheet for Individual Request for Officer Designator Change, such as revocation or restoration of status.

d. Designator changes as a result of disenrollment from entry-level training programs. Officers who are disenrolled from entry-level training programs will be considered on a case by case basis for assignment per their preference as indicated in the message report of disenrollment, consistent with current service needs. Officers disenrolled from unrestricted-line-entry-level training programs shall normally be reassigned in the unrestricted line. Exceptions may be made when it is determined that the needs of the Navy may be met in the restricted line or a staff corps. Officers who are disenrolled from entry-level training programs may be released from active duty dependent on the needs of the Navy.

e. Officers designated for participation in the Engineering Duty Officer (ED) Option Program or the Oceanography Option Program at the time of initial appointment. A letter request must be sent via the commanding officer to the NAVPERSCOM (PERS-445 or PERS-449 as appropriate) indicating completion of the specified requirements of the program, including surface or

submarine warfare qualification and requesting designator change from 11XX to 146X or 180X as appropriate.

f. Officers desiring a change of designator within the unrestricted line. Applications are required and should be sent to the NAVPERSCOM (PERS-4) via their commanding officer in proper letter form.

g. Officers redesignated as trainees in an unrestricted line warfare designator.

4. **Requirements for Lateral Transfer.** Lateral transfer between the Unrestricted Line, Restricted Line, and Staff Corps may be requested by active duty Regular and Reserve officers who meet the following general requirements:

a. Must have completed at least 24 months of active commissioned service above the grade of CWO4. An officer may not request transfer from the Unrestricted Line until within 6 months of completing obligatory service in the present community as a result of functional training received (training received that further enables an Unrestricted Line officer to perform their duties such as department head school). Officers desiring transfer between 13XX and 15XX communities can apply for exemption from this requirement.

b. Surface (11XX) officers who are under orders to Department Head School may not laterally transfer until completion of initial Department Head Tour.

c. Officers associated with the

surface (111X),
submarine (112X),
special warfare (113X),
aviation (13XX), and
special operations (114X)

communities shall have achieved warfare qualification before applying. Officers who are exempted from participation in warfare qualification programs must complete a minimum of 2 years of active commissioned service before applying. Applicants will be judged on the merit of their performance record and other professional qualifications achieved.

d. Must meet the physical standards appropriate to the grade as established by the Director of Naval Medicine/Surgeon General of the Navy (OP-093).

e. Must be of such age that total active commissioned service will not exceed 20 years upon reaching age 55. Officers requesting transfer to the Medical or Dental Corps must be able to complete 20 years active commissioned service by age 60.

f. Officers must possess at least a Baccalaureate Degree. Inasmuch as officers recommended for lateral transfer must compete with their contemporaries for promotion and duty assignment, they should possess similar educational backgrounds. Specific educational requirements are set forth under each designator listed in this article.

g. Except for officers selected for ADO, Fleet Support, and JAG Corps, must agree to serve on active duty at least 2 years from the date of the designator change. ADO, Fleet Support, and JAG Corps officers must agree to serve on active duty at least 3 years.

h. For nuclear-trained submarine and surface officers:

(1) Submarine warfare officers must have completed a tour as department head or be senior to those so assigned.

(2) Surface warfare officers must have completed a tour in a LCDR-grade nuclear billet aboard a nuclear-powered ship or be senior to those so assigned. Except for Nuclear trained surface warfare officers applying to become nuclear trained engineering duty officers (EDO(N)).

i. If serving under an agreement for nuclear career continuation pay, must be within 1 year of completion of the obligation as an Unrestricted Line officer.

j. Eligible reserve officers on the active duty list in grades 0-4 and above must be willing to accept reappointment in the Regular Navy if tendered

5. Officers Transferring Between the Line and the Staff Corps.

All officers of the Line requesting transfer into a Staff Corps and all Staff Corps officers requesting transfer into the Line of the Navy or into another Staff Corps must be serving in a

grade not above lieutenant commander. Grade limitations for Line officers requesting a change of designator within the Line are specified in the following blocks.

6. Eligibility Guidelines for Judge Advocate General's Corps (250X). Except for an officer who is attending law school under the Law Education Program, an applicant must:

a. be a graduate of a law school accredited by the American Bar Association and be a member of the bar of a Federal Court or the highest court of a State, a U.S. Territory, the District of Columbia, or the Commonwealth of Puerto Rico.

b. not have served more than 2 years and 6 months as a lieutenant commander.

c. agree to an entry grade service credit limitation (normally 4 years) at the time of appointment in the Judge Advocate General's Corps per SECNAVINST 1120.5A.

d. agree to serve on active duty for at least 3 years computed from the date of appointment in the Judge Advocate General's Corps. Applicants attending law school under the Law Education Program will serve the active duty obligation incurred as a result of participation in that program.

7. Eligibility Guidelines for the Supply Corps (310X)

a. Educational background should be in business, industrial engineering, or other disciplines with demonstrated quantitative orientation (i.e., engineering or mathematics). Although a degree in these fields of study is not mandatory for selection, strong consideration is given for these academic backgrounds. Candidates without these concentrations should consider taking additional business/quantitative courses to enhance their selection potential.

b. Applicants will be considered from any designator, but primary consideration will be given to warfare-qualified officers from the 111X, 112X, and 13XX designators. Strong performance records, when coupled with weapons systems experience, provide the most desirable mix of qualifications for transition into the Supply Corps.

c. Applicants must have completed at least 2 years of active commissioned service, but not more than 3 years as a lieutenant by the convening date of the board.

8. Eligibility Guidelines for Civil Engineer Corps (510X).

Limitations for Civil Engineer Corps (510X) are as follows:

a. Applicants should have a strong educational background in engineering or architecture.

(1) Engineering degrees must be accredited by the Accreditation Board for Engineering and Technology (ABET). The preferred fields of study are civil, mechanical, and electrical engineering. Other ABET-accredited engineering degrees may be considered on a case-by-case basis. Applicants holding a valid certificate as an Engineer-in-Training will be given primary consideration.

(2) Architectural degrees must be accredited by the National Architectural Accrediting Board (NAAB).

(3) Transcripts must be included with application.

b. Applicants will be considered from any designator, but primary consideration will be to warfare-qualified officers from the 111X, 112X, and 13XX designators. Strong performance records, when coupled with a warfare specialty, provide the most desirable mix of qualifications for transition into the Civil Engineer Corps.

c. Applicants must have completed at least 2 years of active commissioned service but not more than 3 years as a lieutenant by the convening date of the board. Applicants with less than 5 years commissioned service will be given primary consideration.

9. Eligibility Guidelines for Engineering Duty (146X)

a. Undergraduate degrees should be in engineering or the physical sciences with evidence of academic excellence (normally a B-minus or better average with a class standing in the top third). Attainment of an MS or higher degree from an accredited college or university, or enrollment and satisfactory performance in a program at an accredited college or university,

which leads to an MS, or higher degree, supersedes baccalaureate requirements. All courses involved in such graduate-level education shall be in an engineering or physical science field that is directly related to the responsibilities of the Naval Sea Systems Command or Space and Naval Warfare Systems Command. Specific curricula which qualify are those listed for the 14XX designator in the current OPNAVNOTE 1520 which promulgates information on the Navy's postgraduate education program.

b. The officer should be surface or submarine-warfare qualified.

10. **Eligibility Guidelines for Aeronautical Engineering Duty (Aeronautical Engineering, 151X)**

a. There are limitations for personnel applying for Aeronautical Engineering Duty. Applicants

(1) should possess a Master of Science degree in engineering or the physical sciences or possess a Bachelor of Science degree in engineering or the physical sciences in combination with a Master's-level degree in management or applied science. Preferred fields of study are aeronautical, electrical, mechanical engineering, or physics. Applicants currently selected for or enrolled in a post-graduate program, who will satisfy one of these requirements upon successful completion of the program, are considered eligible to apply.

(2) must be aviation-warfare qualified.

(3) should have at least 4 years of sea duty in fleet units with a sound and extensive background of operational experience.

(4) must have attained the rank of lieutenant but must not have served more than 3 years as a commander.

b. A waiver of the requirements listed will be considered for Reserve officers in the grade of lieutenant commander or below on inactive status who have a Bachelor of Science degree in engineering, computer science, or the physical sciences; are currently enrolled in a Master's degree program in management or applied science (or have demonstrated the capability of successfully completing such a program); have minimum of 2 years of experience in the aerospace industry or related government

agencies; and are recommended for approval by the designator advisor (Commander, Naval Air Systems Command).

11. **Eligibility Guidelines for Aeronautical Engineering Duty (Aviation Maintenance, 152X)**. Preferred fields of study for Aeronautical Engineering Duty are business, engineering, and physical sciences. Applicants must:

a. possess a sound and extensive background in aviation maintenance in the operational force. Officers in a flying status are required to terminate their flying status before appointment.

b. be in the grade of commander or below.

12. **Eligibility Guidelines for Special Duty, Cryptology (161X)**

a. Preferred fields of study for special duty in Cryptology are engineering, science, mathematics, operations research, physics, information warfare, or computer science. Other fields of study will be considered on a case by case basis.

b. Applicants must be in the grade of lieutenant or below. Before appointment, must be eligible for access to Special Intelligence information based on a Background Investigation completed not more than 5 years before the year the application is made. Applicants not possessing the requisite access authority and clearance shall execute an SF-86, Personnel Security Questionnaire (BI/SBI) under OPNAVINST 5510.1.

13. **Eligibility Guidelines for Special Duty, Intelligence (163X)**

a. Preferred fields of study for special duty in Intelligence are engineering, science, history, political science, and international relations. Other fields of study will be considered on a case by case basis.

b. Applicants shall be in the grade of lieutenant or below. Although not a pre-requisite, previous experience in intelligence is preferred.

c. Before appointment, applicants must be eligible for access to Special Intelligence information based on a Background Investigation completed not more than 5 years before the year the application is made. Applicants not possessing the requisite access authority and clearance shall execute an SF 86, Personnel Security Questionnaire (BI/SBI) under OPNAVINST 5510.1.

14. **Eligibility Guidelines for Special Duty, Fleet Support (170X)**

a. Preferred fields of study are business, computer science, information systems management, electrical engineering, physics, mathematics, statistics, operations research and public administration.

b. Applicants will be considered from any designator; however, primary consideration will be given to warfare qualified officers from the 111X, 112X, and 13XX designators.

c. Prior experience and/or a Masters Degree is preferred in: base/station/installation/facilities management, transportation, military sealift, financial management, operations analysis, operations logistics (Logistics Support core competency); accessions processing, recruiting, manpower analysis, personnel systems, training systems (Manpower, Personnel and Training core competency); ADP management, information systems, communications, electronic warfare, information warfare, command and control, space systems operations or engineering, systems networking, electrical engineering, computer science (Space and Electronic Warfare core competency).

d. While strong leadership skills and a warfare specialty provide the most desirable mix of qualifications for transition into Fleet Support, non-warfare qualified 11XX or 13XX applicants with outstanding performance records in assignments relevant to the core competency elements listed above may be considered.

e. All applicants shall be in the grades Lieutenant (junior grade) to Commander. Requirements will determine quotas by grade and core competency.

15. **Eligibility Guidelines for Special Duty, Public Affairs (165X)**

a. Preferred fields of study for special duty in Public Affairs are public relations, communications, journalism or marketing.

b. Applicants shall be in the grade of Lieutenant Commander or below. Although a warfare qualification is desirable, it is not a requirement. Prior experience in a public affairs billet, or as a collateral duty public affairs officer, is encouraged but not required for a lateral transfer request.

16. **Eligibility Guidelines for Special Duty, Oceanography (180X)**

a. Preferred fields of study for special duty in Oceanography are meteorology or physical oceanography. Acceptable fields of study are mathematics, physics, geophysics, or engineering with at least 1 year (30 semester hours) of courses in meteorology or oceanography. Acceptance for enrollment in the graduate study air-ocean science curriculum at the Naval Post-graduate School satisfies educational requirements.

b. Shall be in the grade of lieutenant commander or below and prior operational experience in a meteorology, oceanography, or hydrography billet is highly desirable.

17. **Eligibility Guidelines for Medical Corps (210X), Dental Corps (220X), Medical Service Corps (230X), and Nurse Corps (290X)**. Requirements are contained in SECNAV instructions concerning the appointment of officers in the Medical Corps, Dental Corps, Medical Service Corps, and Nurse Corps.

18. **Eligibility Guidelines for Unrestricted Line (11XX or 13XX)**. Applicants should not be above the grade of Lieutenant Commander.

19. **Lateral Transfer: Chaplain Corps**. Lateral transfer to the Chaplain Corps is not authorized. However, applications for lateral transfer from the Chaplain Corps will be considered and should be forwarded via the Chief of Chaplains (N1G).

20. **Application Package Contents**

a. Applications from active duty officers shall be submitted in proper letter form to the NAVPERSCOM (PERS-801G) via their commanding officer to be received 60 days prior to the convening date of the Selection Board.

b. Applications for lateral transfer or change of designator shall include the following:

(1) Designator(s) for which application is made listed in order of preference (a maximum of two may be requested). Reserve officers may request concurrent reappointment in the Regular Navy if they meet eligibility requirements stated in MILPERSMAN 1131-020. Applicants must ensure that their applications contain all the information required by both this article and by MILPERSMAN 1131-020.

(2) Date and place of birth.

(3) Source of commissioning under current appointment: NROTC (Scholarship or College Program), Naval Academy, OCS, AOCS, NESEP, ROC, direct appointment from civilian status, etc.

(4) Date of original commission.

(5) Date of rank (temporary and permanent, if applicable).

(6) Date of end of obligated service in the parent community.

(7) Applicants for Special Duty, Cryptology, (161X) and Intelligence (163X) must submit an SF 86, Personnel Security Questionnaire, with the application package. Upon selection to the 161X or 163X designator, a Special Background Investigation (SBI) must be initiated and redesignation is contingent upon the

successful completion of the SBI and eligibility for Special Compartmented Intelligence access.

(8) Citizenship (if naturalized, include naturalization number).

(9) If designators 14XX or 151X are requested, a transcript of all college work completed is required with evidence of any degrees awarded indicated on the transcript. If designator 154X is requested, the following information should be provided: instrument rating, total flying hours, first pilot hours, first pilot hours within last 12 months, aircraft in which current (as of application submission date), last aircraft flown by type, total hours, date last flown, and aviation combat experience.

(10) Applicants whose physical qualification for Unrestricted Line duty might be revoked or applicants who are applying for transfer into the Unrestricted Line must include two copies of SF 88, Report of Medical Examination, and one copy of SF 93, Report of Medical History. Applications of those members who do not meet the published visual standards may be forwarded for consideration.

(11) Applicants associated with the surface, submarine, special warfare, special operations, and aviation communities shall validate the achievement of warfare qualifications and other significant qualifications. The date of qualification and title of the qualifying officer should be included.

(12) If designator 250X is requested, evidence of receipt of a law degree from an accredited law school and evidence of current good standing before an appropriate court, as indicated in the block concerning "Limitations for Judge Advocate General's Corps," in this article must be submitted.

(13) If designator 170X is requested indicate first and second choice of core competencies.

(14) If designator 510X is requested, a transcript of all college work completed is required with evidence of any degrees awarded indicated on the transcript.

(15) Reserve officers on the active duty list in grades 0-4 and above must state that they are willing to accept Regular appointment if tendered. Such applicants must also make sure

their applications contain all information required by both this article and MILPERSMAN 1131-020.

(16) Additional information, which the applicant feels, should be brought to the attention of the selection board. Requests for waiver of any of the eligibility requirements specified in this article shall be thoroughly substantiated.

(17) The commanding officer's endorsement should discuss the motivation and potential of the applicant and provide a specific recommendation concerning the request.

(18) The following designator advisors shall be provided with a copy of requests for the designators indicated:

Designator Advisor	Command
Engineering Duty (146X)	Commander, Naval Sea Systems Command (Code 00Z)
Aeronautical Engineering Duty (151X) and Aeronautical Maintenance Duty Officer (152X)	Commander, Naval Air Systems Command (Code AIR 8.0P)
Special Duty, Cryptology (161X)	Commander, Naval Security Group Command
Special Duty, Intelligence (163X)	Commander, Naval Intelligence Command
Special Duty, Public Affairs (165X)	Chief of Information (Code 0I 07)
Special Duty, Oceanography (180X)	Oceanographer of the Navy
Judge Advocate General's Corps (250X)	Judge Advocate General (Code 61)
Medical Service Corps (230X)	Chief, Bureau of Medicine and Surgery (BUMED-51)
Civil Engineer Corps (510X)	Commander, Naval Facilities Engineering Command (Code SEABEE A1)

21. Selection Process

a. Applications for lateral transfer submitted under this article will be considered by the semi-annual selection board convened by the Secretary of the Navy that meets in conjunction with the Regular Navy Transfer Board in April and October. Applications received after the deadline dates will be referred

to the next scheduled board. Results of the board's deliberations will be published by an ALNAV.

b. Reserve officers on the active duty list in grades O-4 and above selected for lateral transfer will be tendered regular commissions, if eligible, when Regular officer authorized strength within the gaining community permits. Reserve officers in [in grades O-3 and below who request lateral transfer or redesignation under this article] concurrent with reappointment in the Regular Navy may be tendered a Regular appointment depending on the recommendations of the Board. Active duty officers can expect assignment to a billet appropriate to their new designation within 6 months from approval of lateral transfer or change of designator or at projected rotation date (PRD), whichever occurs earlier.

22. **Number of Officers Who May Transfer.** The Navy Personnel Command may set limits on the number of officers transferring to and from each community per the needs of the service.

23. **Appointments and Redesignations.** Appointments and redesignations of applicants selected for lateral transfer or redesignation shall be made under SECNAVINST 1210.5A.

24. **Eligibility Guidelines for Inactive Duty Officers.** Inactive duty officers may request a change of designator or lateral transfer without formal board action if they satisfy the educational requirements of the requested community (refer to block describing "Limitations for Judge Advocate General's Corps," in this article), and the following grade limitations:

a. Shall be in the grade of commander or below for change or reappointment to designator 1525, 1615, 1635, 1655, or 2505.

b. Shall not have reached the third anniversary of the date of rank as commander as of the date of application for designators 14X5 or 1515.

c. Shall be in the grade of commander or below for change to designator 1805.

d. Shall not have reached the third anniversary of the date of rank as lieutenant as of the date of application for reappointment to designators 3105 and 5105.

e. Shall, if accessed by direct appointment, have served a minimum of 3 years in designator specialty as of the date of application.

25. **Submission Process for Inactive Duty Officers**

a. Inactive duty officers desiring a change of designator or lateral transfer shall submit requests to NAVPERSCOM (PERS-912).

b. Members not participating in a Naval Reserve Program shall forward requests via the Naval Reserve Personnel Center (NAVRESPERCEN).

c. Members attached to a Naval Reserve unit shall forward requests via their commanding officer, appropriate Readiness Commander or Naval Air Activity, Chief of Naval Reserve (Code 22) and the designator advisor for the following designators:

146X,
151X,
152X,
161X,
163X,
165X,
180X, and
250X.

d. Members desiring to effect a change of designator to Chaplain, Medical Service, Dental, Medical or Nurse Corps must be processed for an appointment in the appropriate corps. Such requests are processed through a Navy Recruiting activity.

e. Members desiring to change their designator to Surface Warfare Officer (1115) must complete all requirements under OPNAVINST 1412.2G and be certified as qualified by the commanding officer of a commissioned ship to which attached for duty. The certification letter may be sent directly to NAVPERSCOM (PERS-912) for validation and filing in the record.

f. Nuclear-trained officers shall additionally submit their request via NAVPERSCOM (PERS-42) for screening and approval for transfer from the submarine and surface nuclear communities.

g. All other members desiring a change of designator shall forward requests via their commanding officer, appropriate Readiness Command or Naval Air Activity, Chief of Naval Reserve (Code 22), and the appropriate sponsor.

h. Requests for change of designator shall contain the following:

(1) Academic background or academic average and degree obtained.

(2) Previous civilian experience in specified field of interest, if any.

(3) Previous naval experience in specified field of interest, if any.

26. **Officers Who Do Not Fulfill the Requirements.** Officers who do not completely fulfill the stated requirements may apply and their applications will be considered per the needs of the service. Requests for waiver of any eligibility requirement in this article must be thoroughly substantiated.

27. **Officers Being Processed for Separation.** Applications for redesignation and lateral transfer will not be accepted from officers who are being processed for administrative separation.
